

Memo

To: Town Council
From: Matt Hart, Town Manager
CC: Town Employees
Date: November 14, 2011
Re: Town Manager's Report

Below please find a report regarding various items of interest to the Town Council, staff and the community:

Budget and Finance

- *Elections and Referendum* – I would like to congratulate all of our Town Councilors and other municipal officials who were elected on November 8, 2011. I look forward to working with the Council over its next two year term and suggest that we conduct a goal-setting session some time later this fall. Unfortunately, the voter turn-out was not sufficient to approve the two bond referendum questions (South Eagleville Road Walkway and Four Corners Area Water and Sewer Systems). We have faced this problem before with local-only elections and I would recommend that the Finance Committee discuss alternatives to fund these two projects. One option would be to schedule a bond referendum for the November 2012 ballot, which should generate sufficient voter turn-out as a presidential election.

Council Requests for Information/Council Business

- *FOIA Training* – We have scheduled FOIA training for staff for December 1st; the training is mandatory for employees who staff town committees and commissions and is voluntary for other staff members.
- *Police Activity Report* – As requested, I am working with SGT Cournoyer to develop a police activity report to provide the Council with more detailed information regarding calls for service and other police activity in Mansfield. We will provide an initial draft of this report at your meeting on November 28th.

Departmental/Division News

- Town Manager's Office
 - *Dedication of Athletic Facilities at E. O. Smith High School* – A number of us were able to attend the October 28th dedication of the renovated athletic facilities at EO Smith High School. The project was completed on time and under budget, which allowed the Region to fund various project alternatives such as new bleachers and a scoreboard. EO Smith students have already put the renovated track, tennis courts and related improvements to good use and I would like to congratulate the Region once again for a successful project.
 - *Mansfield Senior Center Veteran's Day* – Along with various council members I attended the Mansfield Senior Center's Veteran's Day commemoration, held on November 9, 2011. The ceremony featured remarks from guest speaker Daniel Reynolds, a retired Chief Warrant Officer from the US Coast Guard, as well as music from the senior center chorus. Perhaps the most moving part of the commemoration was hearing our local veterans, particularly those from the WWII, Korean War and Vietnam eras, discuss their experiences. My thanks to Senior Center Coordinator

Cindy Dainton, Master of Ceremonies Bill Woodbury and everyone else who was involved in putting the ceremony together.

- *Presentation to Town of Plainville* – On November 3rd, Mayor Paterson, Cherie Trahan and I visited the Town of Plainville to make a presentation regarding shared municipal and school financial management services. The presentation was well-received and we had a good, informative discussion with our Plainville colleagues, who are considering a modification to their town charter to require the town and the school district to share one finance department. I would like to thank the Mayor and Cherie for attending, and sharing their experiences with fellow municipal officials.
- *UConn Police Chief Search* – The University has invited members of the Town Council to meet with the three finalists for the UConn police chief position, as the candidates visit campus over the next few weeks. I will email you the dates and times for these meetings with the finalists.

Major Projects and Initiatives

- *Local First Mansfield Holiday Campaign* – As part of our economic development and sustainability efforts, the Town is excited to announce our first ever *Local First Mansfield Holiday Campaign* to encourage our residents to support and shop at locally-owned businesses during the upcoming holiday season. *Local First* efforts have proven successful around the country and our holiday campaign will serve as a pilot program to eventually build a year-round *Buy Local* effort. At 8:00AM next Tuesday, November 22nd, the Mansfield General Store will host a kickoff event for interested locally-owned businesses; interested councilors are invited to attend.
- *Police Study* – The Police Services Study Steering Committee met on October 28th to discuss the cumulative responses from stakeholders regarding the draft report and to discuss next steps. The Town Council will meet on Monday, December 5, 2011 at 7:30PM (location TBD) to discuss the public input the steering committee received and our recommended next steps. The study is available online at www.mansfieldct.gov and reading copies are available at the Mansfield Public Library, the Mansfield Senior Center, the Mansfield Community Center and the Town Clerk's Office.
- *School Renovation Project* – As a reminder, we will hold a workshop at 5:30PM on Monday, November 28, 2011 in advance of the Council's regular meeting to review the proposed school building project. For an agenda, I suggest we recap the Council's discussion this past spring, highlight the various issues and spend the bulk of our time reviewing various financial projections concerning the project. Among other estimates, we are preparing projections of tax revenue and non-tax revenue over the term of a typical bond issue (20 years). I believe that this will be an informative workshop for the Council.

Upcoming Events

- *Mansfield Community Center Charter Member Reception* – The Community Center will hold its Charter Member Reception on Saturday, November 19th at 10:00AM in the People's United Bank Community Room. Light refreshments will be served and there will be a brief review of their eighth year of operation. Kindly RSVP to the Mansfield Community Center at 860-429-3015, ext. 0.
- *Mansfield Community Center Charter Open Membership Forum on Operations* – On November 19th at 11:00AM and November 22nd at 7:00PM Parks and Recreation staff will hold an open forum to solicit comment regarding community center operations. Council members are certainly welcome to attend these sessions.

- *Storrs Farmers Market* – This Saturday, November 19th, the Storrs Farmers Market will host its final outdoor market of the season. The Market will be open from 3:00 to 5:00PM in the Town Hall parking lot and will feature a wide variety of fruits, vegetables, meats, dairy products, honey, maple syrup, and baked goods – all grown or produced within just 30 miles of the Market! The Storrs Winter Farmers Market will then begin on Saturday, December 10, 2011. The Winter Market will be open from 3:00 to 5:00 pm on the 2nd and 4th Saturdays of every month from December* through April at the Mansfield Public Library. (*In December, the Winter Market will be open on the 2nd and 3rd Saturdays due to the holidays.) For more information or to sign up for weekly emails, please email StorrsFarmersMarket@gmail.com.

Upcoming Meetings*

- Committee on Committees, November 15, 2011, 2:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Four Corners Water/Wastewater Advisory Committee, November 15, 2011, 7:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Regulatory Review Committee, November 16, 2011, 1:15PM, Council Chambers, Audrey P. Beck Municipal Building
- Human Services Advisory Committee, November 16, 2011, 2:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Conservation Commission, November 16, 2011, 7:30PM, Conference Room B, Audrey P. Beck Municipal Building
- Board of Education, November 17, 2011, 7:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Communications Advisory Committee, November 21, 2011, 7:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Planning and Zoning Commission, November 21, 2011, 7:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Traffic Authority, November 22, 2011, 9:30AM, Conference Room B, Audrey P. Beck Municipal Building
- **Special Town Council Meeting**, November 28, 2011, 5:30PM, Council Chambers, Audrey P. Beck Municipal Building
- Town Council, November 28, 2011, 7:30PM, Council Chambers, Audrey P. Beck Municipal Building

**Meeting dates/times are subject to change. Please view the [Town Calendar](#) or contact the Town Clerk's Office at 860-429-3302 for a complete and up-to-date listing of committee meetings.*